<u>May 2008</u>							
<u>Date</u>	<u>Title</u>	Location	Time	<u>Length</u>	Instructor		
May 1	Cultural Awareness	Human Resources	8:00	4 Hours	Ardella Bearden		
May 1	Performance Evaluation	Human Resources	12:30	4 Hours	Toni Bradley		
May 1	Sexual Harassment/Sexual Misconduct	Training Academy	8:00	5 Hours	Sherman/Beaumont		
May 1	Advanced e-OMIS Security	Human Resources	8:00	4 Hours	Joyce Taylor		
May 1	Grievance Prevention and Handling	Little Rock	9:00	6 Hours	Inter Agency		
May 2	Structured Interviewing	Human Resources	8:00	4 Hours	Pam Wilson		
May 5	Inmate Grievances	Human Resources	8:00	4 Hours	Tiffanye Compton		
May 6	Interpersonal Communications	Training Academy	8:00	8 Hours	Sherman/Beaumont		
May 6	Interpersonal Communications	Little Rock	9:00	6 Hours	Inter Agency		
May 6	Administering Discipline	Training Academy	8:00	4 Hours	Tommy Rochelle		
May 6	Performance Evaluation	Training Academy	12:30	4 Hours	Tommy Rochelle		
May 7-8	Management Effectiveness	Training Academy	8:00	16 Hours	Sherman/Beaumont		
May 8-9	The Human Element	Little Rock	8:30	14 Hours	Jackie Moore		
May 8	Fair Labor Standards Act	Human Resources	8:00	4 Hours	Pam Riegler		
May 9	Introduction to Computers and Internet Navigation	Human Resources	8:00	4 Hours	Mike Wynn		
May 9	Basic Microsoft Outlook	Human Resources	12:30	4 Hours	Stefanie Glasscock		
•				40 Hours			
May 12-16	MIPS Workplace Safety	Human Resources	8:00 8:00	16 Hours	Sonia Wallace Sherman/Beaumont		
May 12-13	16 Hour Security for Non Security	Training Academy		16 Hours	Sherman/Beaumont		
May 14-15	Introduction to Management	Training Academy	8:00				
May 14	Eomis Training - Basic	Human Resources	8:00	4 Hours	Joyce Taylor		
May 15	Eomis Training - Security	Human Resources	8:00	4 Hours	Joyce Taylor		
May 16	Grievance Prevention and Handling	Human Resources	8:00	5 Hours	Tracey Robertson		
May 19-23	Correctional Security for Non Security	Training Academy	8:00	40 Hours	Sherman/Beaumont		
May 19-23	MIPS Information Technology Training	Human Resources	8:00	40 Hours	Wilkerson/Hood/Hart		
May 19-23	Basic Horsemanship Class						
June 2-6	2 week course	Wrightsville	8:00	80 Hours	Earl Pepper		
May 20	Inmate Profiles	Training Academy	8:00	4 Hours	Tommy Rochelle		
May 22	Eomis Training - Security The Human Element	Human Resources	8:00	4 Hours	Joyce Taylor Jackie Moore		
May 22-23	Using Microsoft Word	Training Academy Human Resources	9:00 8:00	4 Hours			
May 28	Basic Microsoft Power Point				Cindy Windle		
May 29		Human Resources	12:30	4 Hours	Sonia Wallace		
May 29	Eomis Training - Security	Human Resources	8:00	4 nours	Joyce Taylor		
ТВА	Basic Microsoft Excel	Human Resources	8:00	4 Hours	Brenda Allbright		
	Additional Training						
Open Enrollment	Advanced Drivers Techniques - As scheduled by your Unit Trainer	Unit			Roland Robinson		
Onen Furellment	National Institute of Corrections	Notional Institute		Variad			
Open Enrollment	Internet Based e-Learning Classes	National Institute of Corrections	1	Varied	Self-Paced		
	Contact your Unit Trainer for information	of Corrections			Sell-Paceu		
	Contact your offic framer for information						
This monthly traini	Ing schedule does not reflect all training opportunities	available in the Depar	rtment o	of Correction	n.		

Your unit trainer ha					